FINANCIAL STATEMENTS AND ADDITIONAL INFORMATION

Year Ended June 30, 2004



Michigan Deptartment of Treasury 496 (2-04)

# **Auditing Procedures Report**

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Issued under P.A. 2 of 1968, as amended.								
Local Govern	ment Type Township	Village	Other	Local Governme City of Fer		LOCAL AUDIT & FINANCE DIV.	County Ottawa	
Audit Date 6/30/04		Opinion I 10/5/0			Date Accountant	it Report Submitted to State:		

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan by the Michigan Department of Treasury.

#### We affirm that:

- 1. We have complied with the Bulletin for the Audits of Local Units of Government in Michigan as revised.
- 2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of

comments and recommendations You must check the applicable box for each item below. 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements. 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. Yes 275 of 1980). Yes 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended). | |Yes ✓ No 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act. 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, Yes ✓ No as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]). Yes V No 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned **√** No 7. pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding Yes credits are more than the normal cost requirement, no contributions are due (paid during the year). V No Yes 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241). Yes 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.			✓
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

Accountant Signature Settle LLP		Date /2 /2	\$6F
50 Monroe NW, Suite 600	Grand Rapids	MI	49503-2679
Street Address	City	State	ZIP
Beene Garter LLP			
Certified Public Accountant (Firm Name)			

## **TABLE OF CONTENTS**

	Page
INDEPENDENT AUDITORS' REPORT ON FINANCIAL STATEMENTS	1
MANAGEMENT DISCUSSION AND ANALYSIS	2
GOVERNMENT-WIDE FINANCIAL STATEMENTS	8
STATEMENT OF NET ASSETS	9
STATEMENT OF ACTIVITIES	10
GOVERNMENTAL FUNDS	11
GOVERNMENTAL FUNDS BALANCE SHEET	12
RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS TO STATEMENT OF NET ASSETS	13
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS - GOVERNMENTAL FUNDS	14
RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE OF GOVERNEMTAL FUNDS TO THE STATEMENT OF ACTIVITIES	15
PROPRIETARY FUNDS	16
STATEMENT OF NET ASSETS - PROPRIETARY FUNDS	17
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS - PROPRIETARY FUNDS	18
STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS	19
FIDUCIARY FUNDS	21
STATEMENT OF NET ASSETS - FIDUCIARY FUNDS	22
STATEMENT OF CHANGES IN NET ASSETS - FIDUCIARY FUNDS	23
NOTES TO COMBINED FINANCIAL STATEMENTS	24
REQUIRED SUPPLEMENTAL INFORMATION	47
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND	48
BUDGETARY COMPARISON SCHEDULE - MAJOR STREET FUND	49
BUDGETARY COMPARISON SCHEDULE - LOCAL STREET FUND	50
BUDGETARY COMPARISON SCHEDULE - PUBLIC IMPROVEMENT FUND	51
BUDGETARY COMPARISON SCHEDULE - VEHICLE REPLACEMENT FUND	52
BUDGETARY COMPARISON SCHEDULE - BUILDING DEPARTMENT FUND	53

50 Monroe Ave. NW **SHITE 600** GRAND RAPIDS, MI

49503-2679

616.235.5200 PHONE 800.824.7882 616.235.5285 FAX WWW.BEENEGARTER.COM

#### INDEPENDENT AUDITORS' REPORT ON FINANCIAL STATEMENTS

Honorable Mayor, Members of Council and the City Manager The City of Ferrysburg Ferrysburg, Michigan

We have audited the accompanying financial statements of the governmental activities, the business-type activities and each major fund of The City of Ferrysburg, Michigan as of and for the year ended June 30, 2004, which collectively comprise the City's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities and each major fund of The City of Ferrysburg, Michigan as of June 30, 2004 and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with U.S. generally accepted accounting principles.

As described in Note 1, the City has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments, as of July 1, 2003.

The management's discussion and analysis and budgetary comparison information on pages 2 through 7 and 47 through 53, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

October 5, 2004

Grand Rapids, Michigan

Big enough to be experts, small enough to care \*\*

## MANAGEMENT DISCUSSION AND ANALYSIS

#### MANAGEMENT DISCUSSION AND ANLYSIS

This discussion and analysis of the City of Ferysburg's financial performance provides readers an overview of the City's financial activities for the fiscal year ended June 30, 2004. We encourage readers to read this information in conjunction with the City's financial statements.

#### FINANCIAL HIGHLIGHTS

- During the year, the City had revenues in Government Activities that were \$762,000 more that the \$1.861 million in expenses.
- The City's business-type activities had revenues of \$479,892 while expenses were \$546.606.
- The cost of all City programs were \$2.407 million.
- The General Fund reported a surplus this year of \$127,000.

#### **USING THIS ANNUAL REPORT**

This discussion and analysis is intended to serve as introduction to the City's basic financial statements. The City's basic financial statements are comprised of three (3) components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

Government-Wide Financial Statements. The government-wide financial statements are designed to provide corporate-like statements and provide readers with a broad overview of the City's finances.

The Statement of Net Assets and the Statement of Activities report information about the City as a whole. These two statements help answer the question "Is the City as a whole better off or worse off as a result of the year's activities?" These two statements report the City's net assets and changes in them.

Governmental activities and Business-type activities are reported in these two statements. Governmental activities reflect the City's basic service, including police, fire, public works, and recreation. Property taxes and State Revenues finance the majority of these services. Business-type activities reflect private type operations. The City's water and sanitary sewer system is reported here.

The Government-wide financial statements can be found on pages 9-10 of this report.



**Fund Financial Statements**. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities. The Fund Financial Statement allows the demonstration of sources and uses and the associated budgeting compliance. The funds of the City are divided into three (3) categories: governmental funds, proprietary funds, and fiduciary funds.

### The City as a Whole

### City of Ferrysburg's Net Assets

Summary of Net Assets as of June 30, 2004

Current Assets Capital Assets	Governmental Activties \$ 2,534,167 1,821,203	Business-type Activities \$ 1,251,460 5,570,483	Total Primary Government \$ 3,785,627 7,391,686
Total Assets	\$ 4,355,370	\$ 6,821,943	\$ 11,177,313
Current liabilities Long-term debt	\$ 80,166	\$ 521,142	\$ 601,308
outstanding	-	1,409,413	1,409,413
Total Liabilities	\$ 80,166	\$ 1,930,555	\$ 2,010,721
Net Assets: Invested in captial assets, net of debt Restricted	\$ 1,821,203 86,650	\$ 3,725,635 179,677	\$ 5,546,838 266,327
Unrestricted	2,367,351	986,076	3,353,427
Total net assets	\$ 4,275,204	\$ 4,891,388	\$ 9,166,592

A portion of the City governmental activities' net assets of \$86,650 (2.03%) represents resources that are subject to external restriction on how they may be used. The City may use the remaining balance of unrestricted net assets of \$2,367,351 (55.4%) to meet its ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the City is able to report positive balances in all three (3) categories of net assets, both for the government as a whole, as well as for its separate governmental and business-type activities.

# M BEENE GARTER LLP

# Summary of Changes in Net Assets for the year ended June 30, 2004:

	Governmental Activities	Business-type Activities	Total Primary Government
Revenues			
Program revenues			
Charges for services	\$ 330,990	\$ 484,341	\$ 815,331
State grants and	, ,,,,,,,	+ 101,011	Ψ 010,001
entitlements	620,147		620,147
General revenues	,		020,171
Property taxes	1,097,193	207,224	1,304,417
State Revenue	267,429	207,221	267,429
Investment Earnings	38,639	12,192	50,831
Other revenue	44,930	,	44,930
Total Revenues	2,399,328	703,757	3,103,085
Expenses			
General government	483,295		492.205
Public safety	518,213		483,295
Public Works	666,171		518,213
Parks and recreation	140,333		666,171
Other	52,539		140,333
Interest on Long-Term	02,000		52,539
Debt		111,928	111,928
Water & Sewer		434,678	434,678
Total Expenses	1,860,551	546,606	2,407,157
Excess Before Transfers	538,777	157,151	695,928
Transfers	223,865	(223,865)	
Change in Net Assets	\$ 762,642	\$ (66,714)	\$ 695,928

#### **Governmental Activities**

The increase in the City's net assets was due to:

- The City was allowed by State law to increase its property tax by 2.3% (the rate of inflation). The City's assessed value of property increased by 6.5%, however, because of property tax limitation laws, tax revenue was limited.
- State shared revenue decreased by 11.61%. The State of Michigan collects sales tax and redistributes a portion of these collections to local jurisdictions. The State's financial condition and its ability to finance any temporary cash flow deficiencies affect the amount distributed.

### **Business-Type Activities**

The City has two business-type activities: the water and sewer systems. Revenues in the City's Water and Sewer funds were \$702,980 and expenses were \$769,694, including transfers of \$111,000. The major sewer bond will be retired in 2005, leaving smaller bond payments through 2015.

### The City's Funds

For the fiscal year ending June 30, 2004, the governmental funds reported a combined fund balance of \$2.428 million.

Each year the State provides the City with a portion of the gasoline tax revenues it collects. This money can only be used to replace, maintain, or improve the City's roads. Federal Transportation Surface Funds in the amount of \$375,000 were also received in the form of a grant to improve 174<sup>th</sup> Avenue. During the fiscal year, we used \$580,755 to improve 174<sup>th</sup> Avenue.

#### **General Fund Budgetary Highlights**

City departments overall stayed below budget, resulting in total expenditures \$127,312 below budget, which increase the General Fund balance by the same amount.

### Capital Asset and Debt Administration

#### **Capital Assets**

During the fiscal year ended June 30, 2004, the City invested in a broad range of capital assets. This year's major additions included:

City Hall computer system	\$ 11,859
Fire Department Hose Tester	4,994
Foam Firefighting Equipment	14,297
Dump Truck	84,177
Ridge Avenue Bike Path	80,965

The Fire Department received a FEMA grant towards the purchase of foam firefighting equipment.



#### Debt

The City incurred no new debt during the fiscal year ending June 30, 2004. The balance owing on the city water system and sanitary sewer system at year end was \$1,844,848.

### **Economic Factors and Next Year's Budget and Rates**

The West Michigan area, especially the Northwest Ottawa region economic outlook compare favorably to the economic outlook of the nation as a whole. The unemployment rate for Ottawa County at June 30, 2004 was 5.3 percent, which is comparable to the state's average unemployment rate of 6.5 percent.

The City is part of the Northwest Ottawa Water System (NOWS). In 2002, NOWS completed construction of a new intake. After a short period of being in operation, it was discovered the new intake was defective. Since that time, the contractor has filed suit against the Ottawa County Road Commission, the agent on NOWS. At this time, it is unknown whether the new intake will need to be repaired or reconstructed. The means of financing any repair work is also unknown at this time.

#### **Financial Contact**

The City's financial statements are designed to present a general overview of the City's finances and to demonstrate the City's accountability. If you have questions about this report or need additional financial information, contact Ferrysburg City Hall, PO Box 38, Ferrysburg, MI 49409-0038.

# **GOVERNMENT-WIDE FINANCIAL STATEMENTS**



## STATEMENT OF NET ASSETS

June 30, 2004

		Primary Government				
		Governmental Activities		Business-type Activities		Total
ASSETS						
Cash	\$	2,228,969	\$	604.000	Φ	0.000.050
Receivables, net	Ψ	177,758	Φ	601,989 140,721	\$	2,830,958
Prepaid expenses		29,526		140,721		318,479
Restricted assets		20,020				29,526
Cash		97,914		485,810		583,724
Special assessment receivable				22,940		22,940
Capital assets, net of depreciation		1,821,203		5,570,483		7,391,686
						.,,001,000
TOTAL ASSETS	\$	4,355,370	\$	6,821,943	\$	<u>11,177,313</u>
LIABILITIES						
Accounts payable - trade	\$	59,328	\$	20.422	\$	00.754
Salaries payable	Ψ	10,440	Φ	39,423	Ф	98,751
Accrued liabilities		10,398		46,284		10,440
Noncurrent liabilities		10,000		40,204		56,682
Bonds payable, due within one year				435,435		435,435
Bonds payable, due in more than one year				1,409,413		1,409,413
TOTAL LIABILITIES		80,166		1,930,555		2,010,721
NET ASSETS						
Investment in capital assets, net of related debt Restricted for:		1,821,203		3,725,635		5,546,838
Debt service				179,677		179,677
Other purposes		86,650				86,650
Unrestricted		2,367,351		986,076		3,353,427
TOTAL NET ASSETS	-	4,275,204	-	4,891,388		9.166,592
TOTAL LIABILITIES AND NET ASSETS	\$ _	4,355,370	\$ _	6,821,943	\$	11,177,313

STATEMENT OF ACTIVITIES

Year Ended June 30, 2004

	_	· · · · · · · · · · · · · · · · · · ·	Program Revenues		Net (Fx	nense) Revenue and Changes i	Net Assets			
						Primary Government				
Functions/Programs Primary government Governmental activities	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total			
General government Public safety Public works Parks and recreation Other	\$ 483,295 \$ 518,213 666,171 140,333	54,125 \$ 22,213 251,186	245,147	375,000	\$ (429,170) (496,000) 205,162 (140,333) (49,073)		\$ (429,170) (496,000) 205,162 (140,333) (49,073)			
Total governmental activities	1,860,551	330,990	245,147	375,000	(909,414)	••	(909,414)			
Business-type Activities Water and sewer  TOTAL PRIMARY GOVERNMENT	546,606	484,341				(62.265)	(62,265)			
70 TALL KIMAKI GOVERNIMENT	\$ \$	<u>815,331</u> \$	245,147	\$375,000	(909,414)	(62,265)	(971,679)			
RTER LLP	General revenues Taxes Property taxes, levied for gen Property taxes, levied for deb State-shared revenue Interest and investment earning Other Special item - Loss on disposal of	ot service			1,097,193 267,429 38,639 48,490 (3,560) 223,865	207,224 12,192 (223,865)	1,097,193 207,224 267,429 50,831 48,490 (3,560)			
O	TOTAL GENERAL REVENUES				1,672,056	(4.449)	1,667,607			
	CHANGE IN NET ASSETS				762,642	(66,714)	695,928			
	Net Assets at Beginning of Year	r			3.512.562	4 958 102	8,470,664			
	NET ASSETS AT END OF YEAR				\$4,275,204	\$4,891,388	\$9,166,592			

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	GOVERNMENTAL FUNDS
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		General Fund		Major Street Fund
ASSETS				
Cash	\$	655,449	\$	351,140
Receivables		,	•	001,710
Taxes		18,088		
Special assessments				10,398
Customers, billed				
Due from other governmental units Prepaid expenditures		107,486		32,015
Restricted cash		23,039		532
restricted cash		97,914		
TOTAL ASSETS	\$	901,976	\$	394,085
LIABILITIES AND FUND BALANCE				
LIABILITIES				
Accounts payable - trade	\$	38,674	\$	16,141
Salaries payable		3,579		, , , , , ,
Deferred revenue				10,398
TOTAL LIABILITIES		42,253		26,539
FUND BALANCE				
Reserved for				
Prepaid expenses		23,039		532
Harbor Transit		48,095		002
K/L Fund		38,555		
Unreserved	-	750,034	-	367,014
TOTAL FUND BALANCE	-	859,723	_	367,546
TOTAL LIABILITIES AND FUND BALANCE	\$ _	901,976	\$ _	394,085

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## GOVERNMENTAL FUNDS BALANCE SHEET

-								June 30, 2004
<b></b>	_\$	Local treet Fund	Public Improvement Fund		Vehicle Replacement Fund		Building Department Fund	Total Governmental Funds
\$	\$	196,772	\$ 356,164	\$	567,965	\$	71,825	\$ 2,199,315
		9,606					165	18,088 10,398 165 149,107 23,571 97,914
<b>_</b>		206,378	\$ 356,164	\$	<u>567,965</u>	\$	71,990	\$ 2,498,558
\$		679	\$	\$		\$	1,575	\$ 57,069 3,579 10,398
_		679					1,575	71,046
								23,571 48,095
um.		205.699	356,164	-	567,965	-	70,415	38,555 2,317,291
_		205,699	356,164	-	567,965	-	70,415	2,427,512
\$		206,378	\$ <u>356,164</u>	\$ _	<u>567,965</u>	\$ _	71,990	\$ 2,498,558

# RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS TO STATEMENT OF NET ASSETS

June 30, 2004

# Amounts reported for governmental activities in the statement of net assets are different because:

### **Total Fund Balance - Governmental Funds**

\$ 2,427,512

Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds.

The cost of capital assets is Accumulated depreciation is

\$ 3,215,138 (1,393,935)

1,821,203

Internal service funds are used by management to charge the costs of certain activities to individual funds. The assets and liabilities of internal service funds are included in governmental service in the statement of net assets

26,489

#### **Total Net Assets - Governmental Activities**

\$ 4,275,204

			Maian				Public
•		General Fund	Major <u>Street Fund</u>		Local		Improvement
		<u>Ocheral Fullu</u>	<u>Street Fund</u>		Street Fund		Fund
Revenues							
Taxes	\$	702,178	\$	\$		\$	307,868
Special assessments			3,466	•		Ψ	507,000
Licenses and permits			.,				
State grants		267,429	563,626		56,521		
Charges for services		54,125	,		00,021		
Fines and forfeits		22,213					
Interest		20,381	3,563		1,689		5,714
Other revenue		43,659					5,714
TOTAL REVENUES		1,109,985	570,655		58,210		313,582
Expenditures							
Current							
General government		427.042					
Public safety		479,223					
Public works		84,998	662,499		78,571		
Parks and recreation		221,298	002,100		70,571		
Other		26,912					
TOTAL EXPENDITURES		1,239,473	662,499		78,571	-	
(DEFICIENCY) EXCESS OF REVENUES							
OVER EXPENDITURES BEFORE OTHE							
FINANCING SOURCES (USES)		(129,488)	(91,844)		(20,361)		313,582
Other Financing Sources (Uses)							
Transfers in		256,800	200,000		52,000		
Transfers (out)			(51,100)		(3,700)	_	(307,000)
NET CHANGE IN FUND BALANCES		127,312	57,056		27,939		6,582
Fund Balance at Beginning of Year		732,411	310,490	-	177,760		349,582
FUND BALANCE AT END OF YEAR	\$ .	<u>859,723</u>	\$ 367,546	\$ _	205,699	\$ _	356,164

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS - GOVERNMENTAL FUNDS

Year Ended June 30, 2004

<b>;==</b> -	Vehicle Replacement Fund		Building Department Fund		Total Governmental Funds
	07 147	œ		•	4 007 400
	87,147	\$		\$	1,097,193
-			EE 007		3,466
-			55,827		55,827
					887,576
_					54,125 22,213
-	6,381		751		38,479
	0,001		751		43,659
_					43,039
	93,528		56,578		2,202,538
_					
					427,042
_					479,223
					826,068
					221,298
_	85,000		25,627		137,539
	85,000		25,627		2,091,170
_	8,528		30,951		111,368
					508,800
<del></del>	(21,000)	-	(15,000)	-	(397,800)
	(12,472)		15,951		222,368
_	580,437	-	54,464	-	2,205,144
<b>~</b>	567,965	\$ _	70,415	\$ _	2,427,512



RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE OF GOVERNEMTAL FUNDS TO THE STATEMENT OF ACTIVITIES

Year Ended June 30, 2004

Amounts reported for governmental activities in the statement of activities are different because:

Net Change in Fund Balances - Total Governmental Funds		\$ 222,368
Governmental funds report capital outlays as expenditures; in the statement of activities, these		
costs are allocated over their estimated useful		
lives as depreciation.		
Depreciation expense	\$ (80,764)	
Loss on disposal of assets	(3,560)	
Expenditures for capital assets	 580,612	496,288
Internal service funds are used by management to charge		
the costs of certain activities to individual funds.		
The net revenue (expense) of the internal service		
funds is reported with governmental activities.		 43,986
Change in Net Assets of Governmental Activities		\$ 762.642

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_	PROPRIETARY FUNDS
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_	BEENE GARTER LLP

ASSETS Current Assets		Sewer Fund		Water Fund	Total Enterprise Funds	Internal Service Fund
Cash Receivables	\$	7,569	\$	594,420 \$	601,989 \$	29,654
Accounts Connection fees receivable		44,673		52,138 16,761	96,811 16,761	
Special assessments - deferred Prepaid expenses		13,926		13,223	27,149	
Restricted assets  Cash						5,955
Special assessment receivable - current Noncurrent Assets		267,778 20,287		218,032 2,653	485,810 22,940	
Capital assets, net of accumulated depreciation	-	3,523,073	_	<u> 2,047,410</u>	5,570,483	118,994

**TOTAL ASSETS** 

\$ <u>3,877,306</u> \$ <u>2,944,637</u> \$ <u>6,821,943</u> \$ <u>154,600</u>

# BEENE GARTER LLP

### STATEMENT OF NET ASSETS - PROPRIETARY FUNDS

June 30, 2004

						Enterprise		Ser
		Sewer Fund	_	Water Fund	_	Funds	_	<u> </u>
LIABILITIES AND NET ASSETS								
Liabilities								
Current liabilities								
Accounts payable	\$	22,569	\$	16,854	\$	39,423	\$	2
Salaries payable								6
Current portion of bonds payable	_	267,513	_	167,922	_	435,435		
Total Current Liabilities		290,082		184,776		474,858		9
Noncurrent liabilities								
Deferred revenue		13,647		15,876		29,523		
Deferred connection fee revenue				16,761		16,761		
Bonds payable, net of deferral								
on advanced refunding	_	120,578		1,288,835		1,409,413		· · · · · · · · · · · · · · · · · · ·
Total Noncurrent Liabilities	_	134,225		1,321,472		1,455,697		
TOTAL LIABILITIES		424,307		1,506,248		1,930,555		9
Net Assets								
Invested in capital assets, net								
of related debt		3,134,982		590,653		3,725,635		118,
Restricted for								
Prepaid expenses								5,
Debt service		11,770		167,907		179,677		
Unrestricted		306,247		679,829	_	986,076		20,
TOTAL NET ASSETS		3,452,999	-	1,438,389		4,891,388		145,

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS - PROPRIETARY FUNDS

Year Ended June 30, 2004

	Sewer Fund	_	Water Fund		Total Enterprise Funds	_	Internal Service Fund
Operating Revenues							
Charges for services \$	179,934	\$	214,018	\$	393,952	\$	393,224
Penalties and interest charges	8,079		6,504		14,583	*	
Connection fees	32,835		16,945		49,780	-	
TOTAL OPERATING REVENUES	220,848		237,467		458,315		393,224
Operating expenses							
Cost of sales and services	135,046		141,920		276,966		317,202
Depreciation	171,376		98,424		269,800	_	37,027
TOTAL OPERATING EXPENSES	306,422		240,344		546,766		354,229
OPERATING (LOSS) INCOME	(85,574)		(2,877)		(88,451)		38,995
Nonoperating Revenues (Expenses)							
Property taxes	207,224				207,224		
Interest income	2,760		9,432		12,192		160
Other income	8,004		17,245		25,249		4,831
Interest expense	(30,243)		(81,685)		(111,928)	_	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
TOTAL NONOPERATING REVENUE							
(EXPENSES)	187,745		(55,008)		132,737	_	4,991
NET INCOME (LOSS) BEFORE TRANSFERS (OUT)	102,171		(57,885)		44,286		43,986
Transfers out	(37,000)	_	(74,000)		(111,000)	_	· · · · · · · · · · · · · · · · · · ·
CHANGE IN NET ASSETS	65,171		(131,885)		(66,714)		43,986
Total Net Assets at Beginning of Year	3,387,828		1,570,274	_	4,958,102		101,497
TOTAL NET ASSETS AT END OF YEAR \$	3,452,999	\$	1,438,389	\$	4,891,388	\$	145,483

### STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS

Year Ended June 30, 2004

V.					Total		Internal
					Enterprise		Service
_			Sewer Fund	Water Fund	Funds	-	Fund
	Cash Flows from Operating Activities						
_	Receipts from customers	\$	455,950	\$ 247,386	\$ 703,336	\$	
	Internal activity - receipts from other funds Payments to suppliers		(130,428)	(157,439)	(207 967)		393,224
	Payments to employees		(130,420)	(157,459)	(287,867)		(53,173) (264,426)
	Other receipts (payments)		8,004	17,245	25,249	_	4,831
_	NET CASH PROVIDED BY						
	OPERATING ACTIVITIES		333,526	107,192	440,718		80,456
<u></u>	Cash Flows from Noncapital Financing Activities						
	Operating subsidies and transfers to other funds		(37,000)	(74,000)	(111,000)	_	
	Cash Flows from Capital and Related Financing Activities						
	Purchases of capital assets						(84,178)
	Principal paid on capital debt		(259,486)	(151,948)	(411,434)		
	Interest paid on capital debt	,	(30,243)	(81,685)	(111,928)		······································
	NET CASH USED BY CAPITAL AND RELATED						
	FINANCING ACTIVITIES	-	(289,729)	(233,633)	(523,362)	_	(84,178)
_	Cash Flows from Investing Activities Interest income		2,760	9,432	12,192	_	160
_	NET INCREASE (DECREASE) IN						
	CASH AND CASH EQUIVALENTS		9,557	(191,009)	(181,452)		(3,562)
_	Cash at Beginning of Year	-	265,790	1,003,461	1,269,251	_	33,216
	CASH AT END OF YEAR	\$ _	275.347	\$ 812.452	\$ 1,087,799	\$ _	29,654
_							



STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS (CONTINUED)

Year Ended June 30, 2004

		Sewer Fund		Water Fund		Total Enterprise Funds	Interna Service Fund
Cash at End of Year Consists of the Following							
Cash	\$	7,569	\$	594,420	\$	601,989	\$ 29,654
Restricted assets - cash		267,778		218,032		485,810	
CASH AT END OF YEAR	\$	275,347	\$	812,452	\$	1.087,799	\$ 29,654
Reconciliation of Operating Income to Net							
Cash Provided by Operating Activities Operating income	•	100.051	•		_		
Adjustments to reconcile operating income	\$	129,654	\$	14,368	\$	144,022	\$ 43,826
to net cash provided by operating activities							
Depreciation expense		171,376		98,424		269,800	37,027
Change in assets and liabilities							07,021
Receivable		29,418		15,165		44,583	
Prepaid expenses							(1,011)
Accounts payable		4,618		(15,519)		(10,901)	(534)
Deferred revenue		(1,540)		(5,246)		(6,786)	1,148
NET CASH PROVIDED BY							
OPERATING ACTIVITIES	\$ _	333.526	\$	107,192	\$	440,718	\$ 80,456

_	
_	
_	
-	
-	
-	
•	
-	FIDUCIARY FUNDS
-	
-	
-	
•	
•	
-	

### STATEMENT OF NET ASSETS - FIDUCIARY FUNDS

Tax
Fire Collection
Department Agency
Trust Fund Fund

915 \$ 5,980

June 30, 2004

Trust Fund

\$ 915 \$ 5,980

\$ 3,104
2,876

-- \$ 5,980

\$ <u>915</u>

ASSETS Cash

LIABILITIES

NET ASSETS
Held in trust

Accrued liabilities

Due to other funds

**TOTAL LIABILITIES** 

STATEMENT OF CHANGES IN NET ASSETS - FIDUCIARY FUNDS

Year Ended June 30, 2004

	Fire Department Trust Fund
ADDITIONS	
Miscellaneous revenue	\$ 3,763
DEDUCTIONS	
Miscellaneous deductions	2,848
CHANGE IN NET ASSETS	915
Net Assets at Beginning of Year	
NET ASSETS AT END OF YEAR	\$ 915

NOTES TO COMBINED FINANCIAL STATEMENTS

June 30, 2004

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Ferrysburg was incorporated in 1963 under the provision of the Home Rule Act of the State of Michigan. The City operates under a Council-Manager form of government and provides the following services as authorized by its charter: Public safety (police and fire), highways and streets, health, recreation, public improvements, utilities, planning and zoning, and general administrative services.

The accounting policies of The City of Ferrysburg conform to U.S. generally accepted accounting principles (GAAP) as applied to governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

### Reporting Entity

In evaluating how to define the City for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic--but not the only--criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations and accountability for fiscal matters. The other criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financial relationships, regardless of whether the City is able to exercise oversight responsibilities. Based upon the application of these criteria, the following is a brief review of each potential component unit addressed in defining the City's reporting entity.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

### Excluded from the reporting entity:

Ottawa Area Intermediate School District, Grand Haven Public School System, and Loutit District Library. These potential component units have separate elected and/or appointed boards and provide services to residents, generally within the geographic boundaries of the City. These are excluded from the reporting entity because the City does not have the ability to exercise influences or control over their daily operations, approve budgets or provide funding.

Grand Haven-Spring Lake Sewer Authority, Northwest Ottawa Water System, Harbor Transit Advisory Committee, and North Ottawa Community Hospital Authority. These potential component units have been appointed jointly by the area governments' governing bodies. These are independent units that select management staff, set user charges, establish budgets, and control all aspects of their daily activities.

### **Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment: and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

### Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

Real estate and personal property tax revenues are recorded as revenues principally on the cash basis until year-end, at which time tax receipts received within 60 days of year-end are accrued. Permits and fines are recorded as revenues when received. Intergovernmental revenues, consisting principally of categorical aid from state agencies, are recognized when earned. Revenues from general purpose grants are recognized in the period to which the grant applies.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

The City reports deferred revenue on its combined balance sheet. Deferred revenues arise when a potential revenue does not meet both the "measurable" and "available criteria" for recognition in the current period. Deferred revenues also arise when resources are received by the government before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, the liability for deferred revenue is removed from the balance sheet and revenue is recognized.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

### **Governmental Funds**

The City reports the following major governmental funds:

#### **General Fund**

The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

### **Major Street Fund**

The Major Street Fund is a special revenue fund used to account for the resources of state gas and weight tax revenues that are restricted for the repair, maintenance, and construction of the City's major streets as identified by the State of Michigan Department of Transportation.

#### **Local Street Fund**

The Local Street Fund is a special revenue fund used to account for the resources of state gas and weight tax revenues that are restricted for the repair, maintenance, and construction of the City's local streets as identified by the State of Michigan Department of Transportation.

#### **Public Improvement Fund**

The Public Improvement Fund is a special revenue fund used to account for the collection of property tax revenues that are transferred to the General Fund or other special revenue funds for various public improvement capital outlays.

### Vehicle Replacement Fund

The Vehicle Replacement Fund is a special revenue fund used to account for the collection of property tax revenues that are transferred to the General Fund or other special revenue funds and are used to purchase vehicles for City business.

### **Building Department Fund**

The Building Department Fund is a special revenue fund that accounts for the activities of the various building, plumbing, electrical, and mechanical inspections performed on behalf of the City and the related permit fee collections.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

### **Proprietary Funds**

The government reports the following major proprietary funds:

#### **Sewer Fund**

The Sewer Fund accounts for the activities of the sewage collection system.

#### Water Fund

The Water Fund accounts for the activities of the water distribution system.

Additionally, the City reports the following fund types:

### Internal Service Fund

The Internal Service Fund is used to account for the financing of goods or services provided by the Public Works Department to other departments of the City on a cost-reimbursement basis.

### Fiduciary Fund Type

### **Trust and Agency Funds**

Trust Funds are used to account for assets held by the City in a trustee capacity for individuals, private organizations, other governments, and/or other funds. The City maintains a Fire Department Fund used to account for various activities of the City's fire department.

Agency Funds are used to account for assets held by the City as an agent for individuals, private organizations, other governments, and/or other funds. These funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The City has a Deferred Compensation Fund used to account for payments into the deferred compensation plan.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the government's water and sewer function and various other functions of the government. Eliminations of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include: 1) charges to customers or applicants for goods, services, or privileges provided; 2) operating grants and contributions; and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes all taxes.

Proprietary funds distinguish operating revenue and expenses from nonoperating items. Operating revenue and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenue of our proprietary funds relate to charges to customers for sales and services. The water and sewer funds also recognize the portion of tap fees intended to recover current costs (e.g., labor and materials to hook up new customers) as operating revenue. The portion intended to recover the cost of the infrastructure is recognized as nonoperating revenue. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenue and expenses.

### **Use of Estimates**

Management uses estimates and assumptions in preparing these financial statements in accordance with U.S. generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that were used.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

### **Budgets and Budgetary Accounting**

The City follows these procedures, which comply with legal requirements, in establishing the budgetary data reflected in the financial statements:

- a. On or about April 1, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them.
- b. Public hearings are conducted to obtain taxpayer comments.
- c. Prior to July 1, the budget is legally enacted through passage of a resolution.
- d. The City Manager is authorized to transfer budgeted amounts within departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the City Council.
- e. Budgets for the General Fund and Special Revenue Funds are adopted on a basis consistent with generally accepted accounting principles.
- f. Formal budgetary integration is used as a management control devise during the year for all funds.

Budgeted amounts are as originally adopted, or as amended by the City Council as of June 30, 2004.

### **Property Taxes**

Property taxes are levied on July 1 and become a lien as of the same date. Taxes may be paid on or before August 31, without penalty. The City bills and collects its own property taxes and also property taxes for the local and intermediate school districts, the county, and the state. Collection of these taxes and remittance of them to the districts, the county, and the state are accounted for in the Tax Collection Agency Fund. City property tax revenues are recognized in the period for which they are levied.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

The City is permitted by law to levy taxes up to 5 mills (\$5.00) per 1,000 mills (\$1,000) of taxable value for general operating purposes, excluding payment of principal and interest on long-term debt and in unlimited amounts for the payment of principal and interest on long-term debt upon general election approval. The City is also permitted by law to levy taxes up to 5 mills (\$5.00) per 1,000 mills (\$1,000) of taxable value for street lighting and purposes other than operating expenses. The City is also permitted by law to levy taxes: up to 1 mill (\$1.00) per 1,000 mills (\$1,000) of taxable value for public transportation purposes; up to 1.25 mills (\$1.25) per 1,000 mills (\$1,000) of taxable value for vehicle replacement purposes; up to .25 mills (\$.25) per 1,000 mills (\$1,000) of taxable value for museum purposes; and up to .125 mills (\$.125) per 1,000 mills (\$1,000) of taxable value for council on aging purposes.

Tax rates for the year ended June 30, 2004 are as follows (per 1,000 mills) (\$1,000):

	11.0000 Mills \$	(11.0000)
Council on Aging	.1209 Mills	(.1209)
Council on Aging	.2850 Mills	(.2850)
Street and drains Harbor Transit	2.6000 Mills	(2.6000)
Sewer debt retirement	1.7500 Mills	(1.7500)
Vehicle replacement	.7360 Mills	(.7360)
Museum	.2431 Mills	(.2431)
Street lighting	.2650 Mills	(.2650)
General operating	5.0000 Mills \$	(5.0000)

#### Interfund Receivables/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the balance sheet. Short-term interfund loans are classified as "interfund receivables/payables." Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."

#### Prepaid Items

Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both government-wide and fund financial statements.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

#### **Capital Assets**

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the City as assets with an initial individual cost of \$1,500 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The City has elected to not report major general infrastructure assets retroactively.

Property, plant and equipment is depreciated using the straight-line method over the following useful lives:

	Years
Buildings and improvements Roads Other infrastructure Vehicles Machinery and equipment Computer equipment	10 - 50 10 - 30 25 5 - 20 5 - 20 3 - 20
Water system and sewer system	20 - 40

#### **Restricted Assets**

Certain resources of the general fund are classified as restricted assets on the balance sheet because their use is restricted for public transit and public improvements.

The Enterprise Funds set aside certain resources for debt retirement, which are also classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

#### **Long-Term Obligations**

In the government-wide financial statements and the proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

#### **Fund Equity**

In the fund financial statements, governmental funds report reservations of fund balances for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

#### **Accounting Change**

Effective July 1, 2003, the City implemented the provisions of Government Accounting Standards Board Statement No. 34, <u>Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments</u> (GASB No. 34). Changes to the City's financial statements as a result of GASB No. 34 are as follows:

A Management's Discussion and Analysis (MD&A) section providing analysis of the City's overall financial position and results of operations has been included. Government-wide financial statements (statement of net assets and statement of activities) prepared using full accrual accounting for all of the City's activities have been provided.

Capital assets in the governmental activities column of the statement of net assets includes assets totaling \$2,030,594 previously reported in the General Fixed Assets Account Group. Capital assets at July 1, 2003 previously reported in the General Fixed Assets Account Group have been reduced by \$157,507 to reflect the historical cost of the City's capital assets at that date in accordance with the City's capitalization policy.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

#### NOTE 2 - DEPOSITS

Michigan Complied Laws, Section 129.91, authorizes the City to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The City is allowed to invest in bonds, securities and other direct obligations of the United States or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; bankers' acceptance of United States banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

The City Council has designated three banks for the deposit of City funds. The investment policy adopted by the Council in accordance with Public Act 196 of 1997 has authorized investment in bank accounts and CD's, but not the remainder of State authority as listed above. The City's deposits and investment policy are in accordance with statutory authority.

As of June 30, 2004, the City's deposits were reported in the basic financial statements in the following categories:

	 Governmental Activities	-	Business-type Activities	Fiduciary Funds	Total Primary Government		
Cash Restricted assets	\$ 2,228,969 97,914	\$	601,989 485,810	\$ _	6,895	\$	2,837,853 583,724
	\$ 2,326,883	\$ _	1,087,799	\$	6,895	\$_	3,421,577

At June 30, 2004, the carrying amount of the City's deposits with financial institutions was \$3,433,667 of which \$300,000 was covered by federal depository insurance. From time to time throughout the year, cash held at the bank may exceed FDIC limits. Deposits are held with three financial institutions and are carried at cost plus accrued interest.

Investments are normally categorized to give an indication of the level of risk assumed by the City; however, bank demand deposits and certificates of deposit are not categorized because they are not evidenced by securities that exist in physical or book entry form. Management believes the investments in the funds comply with the investment authority noted above.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

### **NOTE 3 - RECEIVABLES**

The City reported the following receivables as of June 30, 2004:

Covernment I A II III		Taxes	-	Accounts		Connection Fees		Special Assessments		Due from Other Governments		Total Receivables
Governmental Activities General Major streets Local streets Building department	\$	18,088	\$	165	\$		\$	10,398	\$	107,486 32,015 9,606	\$	125,574 42,413 9,606
Total Governmental Activities	\$	18,088	\$ <sub>=</sub>	165	\$_		\$	10,398	\$	149,107	•	165
Business-type Activities Sewer Water	\$		_	44,673 52,138	\$	16,761	\$	34,213 15,876	\$	140,101	\$	78,886
Total Business-Type Activities	\$ _		\$_	96,811	\$_	16,761	\$_	50,089	\$ <u>_</u>		\$_	163,661

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

### NOTE 4 - RESTRICTED ASSETS

Assets restricted for public transit, escrow deposits, and the K/L Dunes Preserve in the General Fund consisted of money market accounts amounting to \$97,914 as of June 30, 2004.

Assets restricted for debt retirement in the Enterprise Funds consisted of the following at June 30, 2004:

	-	Sewer Fund	-	Water Fund	-	Totals
Money market accounts Special assessment receivable -	\$	267,778	\$	218,032	\$	485,810
current	_	20,287		2,653		22,940
	\$_	288,065	\$	220,685	\$	508,750

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

### NOTE 5 - CAPITAL ASSETS

Capital asset activity of the primary government for the current year was as follows:

Governmental Activities		Balance July 1, 2003	Additions		Disposals and Adjustments		Balance June 30, 2004
Assets not being depreciated - Land	\$	63,007	\$	\$		\$	63,007
Capital assets being depreciated Buildings Improvements other than buildings Vehicles and equipment Furniture and equipment Infrastructure		445,234 875,460 672,134 476,448	19,241 96,036 595,091	_	27,513	·	445,234 875,460 691,375 544,971 595,091
Subtotal		2,469,276	710,368		27,513	_	3,152,131
Accumulated depreciation Buildings Improvements other than buildings Vehicles and equipment Furniture and equipment Infrastructure	-	227,057 259,061 424,049 389,930	11,095 29,564 31,250 44,035 1,847		23,953		238,152 288,625 455,299 410,012 1,847
Subtotal	_	1,300,097	117,791		23,953		1,393,935
Net capital assets being depreciated	-	1,169,179	592,577	_	3,560	_	1,758,196
Governmental Activities - Capital Assets, net of depreciation	\$ _	1,232,186	\$ 592,577	\$	3,560	s _	1,821,203

## NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

Business-type Activities	_	Balance July 1, 2003	_	Additions	~ .	Disposals and Adjustments	_	Balan June 30, 20
Assets not being depreciated - Land	\$	15,800	\$		\$		\$	15,8
Capital assets being depreciated							·	10,0
Buildings		41,010						
Sewer System		7,317,900						41,0
Water System		4,137,236						7,317,9
Equipment	_	179,878						4,137,2 179.8
Subtotal		11,676,024			_		•	11,676,0
Accumulated depreciation								11,070,0
Buildings		41,010						
Sewer System								41.01
Water System		3,641,696		170,439				3,812,13
Equipment		1,994,754		98,115				2,092,86
		174,081		1,246	_		_	175,32
Subtotal		5,851,541	_	269,800				6,121,34
Net capital assets being depreciated		5,824,483		(269,800)			_	5,554,68
Business-type Activities - Capital							-	0,004,00
Assets, net of depreciation	\$	5,840,283	\$	(269,800)	\$	•	\$	5,570,48
opropinting							-	
epreciation expense was cha	raed to	nrograme o	ftha	City on falls				
epreciation expense was cha	rged to	programs o	f the	City as follo	ws:			
epreciation expense was cha Governmental Activities	rged to	programs o	f the	e City as follo	ws:			
Sovernmental Activities	rged to	programs o	f the	e City as follo	ws:			
Governmental Activities General Government	rged to	programs o	f the	e City as follo	ws:	\$		45 440
Governmental Activities General Government Public Safety	rged to	programs o	f the	e City as follo	ows:	\$		•
Governmental Activities General Government	rged to	) programs o	f the	e City as follo	ows:	\$		35,315
Governmental Activities General Government Public Safety	rged to	) programs o	f the	e City as follo	OWS:	\$		35,315
Governmental Activities General Government Public Safety		programs o	f the	e City as follo	ows:			35,315 37,027
Sovernmental Activities General Government Public Safety Public Works  otal Governmental Activities		programs o	f the	e City as follo	ows:	\$ <b>\$</b>		35,315
Sovernmental Activities General Government Public Safety Public Works  otal Governmental Activities		) programs o	f the	e City as follo	OWS:			35,315 37,027
Sovernmental Activities General Government Public Safety Public Works  Total Governmental Activities  usiness-type Activities		) programs o	f the	e City as follo	OWS:			35,315 37,027
Sovernmental Activities General Government Public Safety Public Works  Sotal Governmental Activities usiness-type Activities Sewer		programs o	f the	e City as follo	OWS:	\$		35,315 37,027 <b>117,791</b>
Sovernmental Activities General Government Public Safety Public Works  Total Governmental Activities  usiness-type Activities		programs o	f the	e City as follo	OWS:			35,315 37,027 <b>117,791</b> 171,376
Governmental Activities General Government Public Safety Public Works  Total Governmental Activities  usiness-type Activities Sewer Water	es	programs o	f the	e City as follo	OWS:	\$		35,315 37,027 <b>117,791</b>
Sovernmental Activities General Government Public Safety Public Works  Sotal Governmental Activities usiness-type Activities Sewer	es	programs o	f the	e City as follo	OWS:	\$		171,376

June 30, 2004

### NOTE 6 - INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

There were no interfund receivables or payables as of June 30, 2004.

#### **Interfund Transfers**

	_					
Transfers (out)	 General Fund	_	Major Street Fund	_	Local Street Fund	 Total
Generàl Fund Major Street Fund Local Street Fund	\$ 11,100	\$		\$	40,000	\$ 51,100
Public Improvement Fund Building Department Fund Vehicle Replacement Fund Sewer Fund Water Fund	 3,700 95,000 15,000 21,000 37,000 74,000	_	200,000	_	12,000	3,700 307,000 15,000 21,000 37,000 74,000
	\$ 256,800	\$	200,000	\$_	52,000	\$ 508,800

#### **NOTE 7 - COMPENSATED ABSENCES**

Employees of the City are entitled to paid vacation, paid sick days and personal days off, depending on job classification, length of service and other factors. It is impractical to estimate the amount of compensation for future absences and, accordingly, no liability has been recorded in the accompanying financial statements. The City's policy is to recognize the costs of compensated absences when actually paid to employees.

#### **NOTE 8 - LONG-TERM DEBT**

The City has entered into various contractual agreements with Ottawa County to provide for the construction and expansion of certain water/sewer system improvements. The City has pledged its full faith and credit for the payment of the contractual payments and is required annually to levy taxes upon all taxable property within the City to the extent necessary to make the contractual payments. The contracts are reported in the enterprise funds and are expected to be repaid from enterprise revenues.

## NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

Long-term debt consists of the following:

	Business- Type Activities
Contracts payable to Ottawa County for - Ottawa County Refunding Bonds (Northwest Ottawa Water) due in annual principal installments of \$39,505 to \$55,125 through January 1, 2015, plus interest at 4.9% to 7.6%	537,325
Northwest Ottawa Water Supply System Bonds due in annual principal installments of \$58,695 to \$92,106 through October 1, 2010, plus interest at 4.3% to 4.7%	534,965
Ottawa County Refunding Bonds (City of Ferrysburg Sewage Disposal System) due in annual principal installments of \$220,000 through November 1, 2004, plus interest at 4.3%	215,673
Ottawa County Refunding Bonds (Northwest Ottawa Water Treatment Intake) due in annual installments of \$34,080 to \$41,280 through May 1, 2010, plus interest at 2% to 3.2%	,
Ottawa County Water Supply and Sewage Disposal System Bonds due in annual principal installments of \$25,000 to \$47,513 through November 1, 2009, plus interest at 4.3% to 4.6%	214,941
Ottawa County Refunding Bonds (Northwest Ottawa Water Treatment System), due in annual installments of \$24,248 to \$35,642 through May 1, 2010, plus interest at 2% to 3.2%	172,418 169,526
\$ <u>_</u>	1,844,848

### NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

Transactions for the year ended June 30, 2004 are summarized as follows:

	-	Beginning Balance		Additions (Reductions)	Ending Balance	Due Within One Year
Business-Type Activities County contractual obligations Less	\$	2,340,007	\$	(435,068)	\$ 1,904,939	\$ 435,435
Amortized bond premium	-	83,725		(23,634)	60,091	<u> </u>
Total Business-type Activities	\$ _	2,256,282	\$ _	(411,434)	\$ 1,844,848	\$ 435,435

#### **Advance Refunding of Bonds**

During fiscal year 1999, the County of Ottawa issued general obligation bonds to provide resources to purchase U.S. Government securities that were placed in an irrevocable trust for the purpose of generating resources for all future debt service payments on certain refunded debt. As a result, the refunded bonds are considered to be defeased and the liability has been removed from the books and records of the County of Ottawa, and the proprietary funds to which they relate for the City of Ferrysburg. This advanced refunding was undertaken to reduce total debt service payments over the next six to twelve years, of which the City of Ferrysburg's share, in total, represents approximately \$157,400.

During the fiscal year 2003, the County of Ottawa issued general obligation bonds to refund two existing bond issues. This refunding was undertaken to take advantage of lower interest rates and reduce total debt service payments over the next seven years, of which the City of Ferrysburg's share, in total, represents approximately \$23,200.

The difference between the reacquisition price (the amount required to repay previously issued debt), and the net carrying amount of the old debt, has been deferred and will be amortized as a component of interest expense over the remaining life of the newly issued debt. At June 30, 2004, the City of Ferrysburg has recognized, within its proprietary funds, a net deferral of \$60,091.

### NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

The annual aggregate maturities for the years subsequent to June 30, 2004, are as follows:

Variation III and	_	Business-type			
Years ending June 30:	_	Principal	Interest	_	Totals
2005 2006 2007 2008 2009 2010-2014 2015-2019	\$	435,435 \$ 204,083 231,389 230,855 230,329 517,723 55,125	79,677 67,086 58,324 48,612 38,649 76,729 3,584	\$	515,112 271,169 289,713 279,467 268,978 594,452 58,709
		1,904,939	372,661		2,277,600
Advance refunding amortization		(60,091)			(60,091)
Total	\$	1,844,848 \$	372,661	\$_	2,217,509

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

## NOTE 8 - MICHIGAN MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM (MERS)

#### Plan Description and Provisions

The City of Ferrysburg contributes to the Michigan Municipal Employees' Retirement System (MERS), an agent multiple-employer defined benefit pension plan. Substantially all full-time employees of the City of Ferrysburg are eligible to participate in MERS. The system provides retirement, disability and death benefits to plan members and their beneficiaries. MERS issues a publicly available financial report that includes financial statements and required supplementary information for the system.

Employees attaining the age of 50 who have completed 25 or more continuous years of service are entitled to annual benefits of 2.25% of their final average compensation for each year of service. The benefit is reduced .5% of 1% of each complete month that retirement precedes the normal retirement age of 60. The MERS permits early retirement at the completion of 25 years of continuous service. Active employees who become disabled after acquiring ten or more years of continuous service are entitled to annual benefits of 2.25% of their final average compensation for each year of service.

If an active employee or vested former employee with ten or more years of service dies before retirement, a monthly survivor allowance may be payable as follows:

- Named contingent survivor beneficiary (if any) will receive a retirement allowance computed in the same manner as a service retirement allowance, but reduced to reflect an Option II (100% joint and survivor) election.
- No named beneficiary and the employee leaves a spouse, the spouse will receive a survivor allowance. The amount of allowance shall be 85% of the deceased employee's accrued retirement allowance, based upon service and final average compensation at time of death.
- No named beneficiary and no retirement allowance being paid to a surviving spouse, unmarried children under the age of 21 will be paid an equal share of 50% of the deceased employee's accrued retirement allowance.

If an employee terminates employment with the City before age 60, other than by retirement or death, the retirement allowance is computed in the same manner as a service retirement with the applicable benefit being determined as of the date of termination. Rights to an allowance are forfeited if the employee's accumulated contributions are withdrawn.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

Employees are required to contribute 5% of their annual covered salary to the MERS. The City is required to contribute the remaining amount necessary to fund the MERS, using the entry age-normal actuarial method as specified by ordinance. The contribution requirement and the actual contribution for the year ended June 30, 2004 was approximately \$11,000 as determined by the actuarial valuation report of December 31, 2002.

#### **Funding Status and Progress**

The most recent actuarial valuation was prepared as of December 31, 2003 and uses the entry age actuarial cost method. The actuarial assumptions included (a) a rate of return on the investment of present and future assets of 8% per year compounded annually, (b) projected salary increases of 4.5% per year (5% for 1996 and 1995) compounded annually, attributable to inflation, (c) additional projected salary increases ranging from -0-% to 4.16% per year, depending on age, attributable to seniority/merit, and (d) the assumption that benefits will increase 2.5% per year after retirement, for persons falling under certain benefit levels.

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

#### Funding progress for MERS:

Actuarial Valuation Date	-	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	-	Unfunded Actuarial Accrued Liability (UAAL)	Funded Ratio	_	Covered Payroll	Unfunded Actuarial Accrued Liability as % of Payroll
12/31/01 12/31/02 12/31/03	\$	449,437 476,676 511,479	\$ 548,201 808,795 881,099	\$	98,764 332,119 369,620	81.98% 58.94% 58.05%	\$	240,109 278,403 315,744	41.13% 119.29% 117.06%

### NOTE 9 - RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and certain natural disasters. The City purchases commercial insurance with limits to cover substantially all potential losses.

### NOTE 10 - EXPENDITURES IN EXCESS OF BUDGET

Michigan Public Act 621 of 1978, Section 18(1), as amended, provides that a local unit shall not incur expenditures in excess of the amounts budgeted.

In the required supplemental information, the City's actual expenditures and budgeted expenditures for the budgetary funds have been shown on a functional basis. The approved budgets of the City for these budgetary funds were adopted at the departmental line item level.

During the year ended June 30, 2004, the City incurred expenditures in certain budgeted funds which were in excess of the amounts appropriated at the department level, as follows:

	 Budget Appropriation	-	Actual Expenditure
Major Street Fund - Highways and Streets Local Street Fund - Highways and Streets	\$ 539,500 72,600	\$	662,499 78,571

NOTES TO COMBINED FINANCIAL STATEMENTS (CONTINUED)

June 30, 2004

#### **NOTE 11 - COMMITMENTS**

The City has entered into two contracts to construct, repair, and refurbish various parts of its infrastructure, including roads and bike paths. The total estimated cost to the City on these contracts is approximately \$209,000. All of these contracts were effective subsequent to the year ended June 30, 2004 and no costs have been incurred related to these contracts.

### REQUIRED SUPPLEMENTAL INFORMATION



BUDGETARY COMPARISON SCHEDULE - GENERAL FUND

	Original <u>Budget</u>	Final Amended Budget	Actual (Budgetary <u>Basis)</u>	Variance wit Final Budge Over (Unde
Budgetary Fund Balance, July 1, 2003	\$ 732,411	732,411 \$	732,411 \$	
Resources (Inflows)				
Taxes and special assessments	703,375	703,375	700 474	
State grants	286,000	·	702,178	(1,197
Charges for services	53,000	286,000	267,429	(18,571
Fines and forfeits	12,200	53,000	54,125	1,125
Interest	40,000	12,200	22,213	10,013
Other income	5,000	40,000	20,381	(19,619
Transfers from other funds	335,800 335,800	5,000	43,659	38,659
	333,000	335,800	<u> 256,800</u>	(79,000
Amounts Available for Appropriation	1,435,375	1,435,375	1,366,785	(68,590
Charges to Appropriation (Outflows)				• • •
General government	497 000	10		
Public safety	487,800	487,800	427,042	(60,758)
Public works	497,555	497,555	479,223	(18,332)
Recreation and culture	107,700	107,700	84,998	(22,702)
Other services	268,500	288,500	221,298	(67,202)
Capital outlay	102,300	82,300	26,912	(55,388)
Transfers to other funds	120,000	120,000	- •	(120,000)
The state of the s	25,000	25,000	<del></del>	(25,000)
Total Charges to Appropriations	1,608,855	1.608,855	1,239,473	(369,382)

## BUDGETARY COMPARISON SCHEDULE - MAJOR STREET FUND

		Original Budget	Final Amended Budget	(Daugetary	Variance Final Bud Over (Und
Budgetary Fund Balance, July 1, 2003	\$	310,490 \$	310,490	\$ 310,490	
Resources (Inflows)				,	•
State grants Special assessments Interest		180,000 3,400	180,000 3,400	563,626 3,466	383,6
Transfers from other funds	_	4,800 <u>447,500</u>	4,800 447,500	3,563 200,000	(1,2 (247,5
Amounts Available for Appropriation		635,700	635,700	770,655	134,9
Charges to Appropriation (Outflows) Highways and streets					104,3
Street construction Street maintenance Transfers to other funds		447,500 92,000 51,100	447,500 92,000 51,100	580,754 81,745	133,25 (10,25
Total Charges to Appropriations		590,600	590,600	51,100 713,599	122,99
BUDGETARY FUND BALANCE - June 30, 2004	\$ <u></u>	<u>355,590</u> \$ _	<u>355,590</u> \$	<u>367,546</u> \$	

### BUDGETARY COMPARISON SCHEDULE - LOCAL STREET FUND

Production 5 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	_	Original Budget	Final Amended Budget	(= aagotar y		Variance with Final Budget Over (Under)
Budgetary Fund Balance, July 1, 2003	\$	177,760	\$ 177,760	\$ 177,760	\$	
Resources (Inflows)						
State grants Interest		53,000	53,000	56,521		3,521
Transfers from other funds		2,000	2,000	1,689		(311)
Transfers from other funds	_	52,000	52,000	52,000		
Amounts Available for Appropriation		107,000	107,000	110,210		3,210
Charges to Appropriation (Outflows) Highways and streets						
Street construction		12,000	12,000	11,460		(540)
Street maintenance		60,600	60,600	67,111		6,511
Transfers to other funds	_	3,700	3,700	3,700	_	
Total Charges to Appropriations		76,300	76,300	82,271	_	5,971
BUDGETARY FUND BALANCE -						
June 30, 2004	\$	208,460	208,460	\$205,699	\$	(2.761)

## BUDGETARY COMPARISON SCHEDULE - PUBLIC IMPROVEMENT FUND

	_	Original Budget		Final Amended Budget		Actual (Budgetary Basis)		Variance with Final Budget Over (Under)
Budgetary Fund Balance, July 1, 2003	\$	349,582	\$	349,582	\$	349,582	\$	• •
Resources (Inflows)								
Taxes		309,050		309,050		307,868		(1,182)
Interest	_	10,400		10,400		5,714	_	(4,686)
Amounts Available for Appropriation		319,450		319,450		313,582		(5,868)
Charges to Appropriation (Outflows)  Transfers to other funds		611,500	-	611,500		307,000		(304,500)
BUDGETARY FUND BALANCE - June 30, 2004	\$ _	<u>57,532</u>	\$ _	57,532	\$ .	<u>356,164</u>	\$_	298,632

### BUDGETARY COMPARISON SCHEDULE - VEHICLE REPLACEMENT FUND

	-	Original Budget	Final Amended Budget	Actual (Budgetary <u>Basis)</u>	Variance with Final Budget Over (Under)
Budgetary Fund Balance, July 1, 2003	\$	580,437	\$ 580,437	\$ 580,437	\$ 
Resources (Inflows)					
Taxes		87,340	87.340	87.147	(193)
Interest	_	20,200	20,200	6,381	(13,819)
Amounts Available for Appropriation		107,540	107,540	93,528	(14,012)
Charges to Appropriation (Outflows)					
Transfers to other funds	_	127,540	127,540	106,000	(21,540)
BUDGETARY FUND BALANCE -					
June 30, 2004	\$ _	560,437	\$ 560,437	\$ 567,965	\$ 7,528

### BUDGETARY COMPARISON SCHEDULE - BUILDING DEPARTMENT FUND

Budgetary Fund Balance, July 1, 2003	 \$	Original Budget 54,464	¢	Final Amended Budget	-	Actual (Budgetary Basis)		Variance with Final Budget Over (Under)
, and a second of the second o	•	34,404	Ф	54,464	Þ	54,464	\$	
Resources (Inflows)								
Licenses and permits		40,500		40,500		55,827		15,327
Interest	_	1,000		1,000	_	751		(249)
Amounts Available for Appropriation		41,500		41,500		56,578		15,078
Charges to Appropriation (Outflows) Other Transfers to other funds	<u> </u>	41,500	_	41,500 		25,627 15,000		(15,873) 15,000
Total Charges to Appropriations		41,500	_	41,500		40,627		(873)
BUDGETARY FUND BALANCE - June 30, 2004	\$	<u>54,464</u> \$	\$ <u>.</u>	54,464	\$ <u>_</u>	70,41 <u>5</u>	\$ .	15,951